

## 2019 VENDOR INFORMATION

Thank you for your interest in the 2019 Sherwood Robin Hood Festival taking place July 19-20, 2019. We have increased our fees this year for the first time in about 10 years, to keep up with the rising costs of putting on the Festival. We look forward to your participation this year!

We offer a variety of vendor categories in our popular vendor village. Please contact us if you have questions about which one is for you.

### Artisan

The spirit of the artisan is a core part of what makes the Robin Hood Festival a successful, family-friendly event. For the purposes of the Festival, Artisan Vendors create their own arts or crafts as a matter of business or as a hobby. If you create your own jewelry or paint at home, etc., you are an artisan. **The Artisan Vendor Fee is \$110 per booth space.**

### Non-Profit

Non-profit organizations benefit significantly from the exposure created by being a part of Sherwood's signature Festival event, with an opportunity to reach up to 20,000 people. The Festival is the perfect place to interact with the people of all ages and share information about your organization, as well as raise funds via donations. For the purposes of the Festival, a Non-Profit Vendor is an entity that is classified as a 501(c)3 or 501(c)4 organization and operates within non-profit guidelines. **The Non-Profit Vendor fee is \$75 per booth space.**

### Franchise

Franchise businesses provide a great way to build a small business from home while leveraging the resources of a larger company as support. Franchise businesses are built on personal relationships, and the Festival is a wonderfully accessible avenue enabling building a base of solid relationships and leads for your client base. For the purposes of the Festival, a Franchise Vendor is a person who provides goods and services on a small scale in the name of a larger business entity. If your small business is a franchise of a larger company (e.g., Scentsy, Tupperware, Cookie Lee, etc.), this category applies to you. **The Franchise Vendor fee is \$120 per booth space.**

### Small Business

Small businesses are a vital component of our local economy, enhancing our community and quality of life. The partnership between small businesses and the Robin Hood Festival can make a large number of people aware of your business and help to develop the relationships leading to growth. For the purposes of the Festival, a Small Business Vendor is an entity that provides goods and services as a licensed entity and operates on a small scale. If you own and operate a small business out of your home or using a storefront, this category applies to you. **The Small Business Vendor fee is \$140 per booth space.**

### Large Business

Large businesses are an essential piece of the community and the economy- in many cases the name of the business is known but the people running the businesses are not known. The partnership between Large Businesses and the Festival will put a friendly face to the name of your company and can help you build a genuine level of trust between your business and the local community. For the purposes of the Festival, a Large Business Vendor is an entity that provides goods and services as a licensed entity and operates on a large scale. If your business operates on a national scale or out of multiple storefronts or hubs, this category applies to you. **The Large Business Vendor fee is \$170 per booth space.**

### Activities

Fun family and children's activities are a cornerstone of the Robin Hood Festival. From medieval games to rock-climbing walls, activities provide an entertaining balance for kids and adults who are looking for more to do besides shop the booths and grab a bite to eat. For the purposes of the Festival, an Activities Vendor is an entity that can setup and manage the operations of their own Festival attractions in the space allowed. **The Activities Vendor fee is \$250 per space.**

**\*\*Please carefully read the instructions on the following page:**

Vendor instructions:

- Please read the attached Vendor Covenants for 2019, as they will be enforced and may impact future acceptance to the Festival. You must stay open until at least 8 PM Friday and Saturday nights.
- Please fill out the Robin Hood Vendor Application, sign the form, enclose full payment, and mail. Optionally, a \$25 non-refundable deposit may be submitted to hold each space you want, with the rest of the payment due by July 1, 2019. If full payment is not received by July 1, you will move to the back of the preference line and lose any corner or special placement requested.
- Important: Activity vendors and vendors doing face painting or tattoos need to include the insurance information with your application.
- Booth assignments will be based on: past Festival participation; order of applications received; proper spacing of “like” vendors; and per vendor request if space allows. Final assignments are at the discretion of the Vendor Committee.
- An additional fee of \$30 is required for a corner booth space. If we sell out corner spots, this fee will be refunded. (A corner space is defined as two sides open for customers.)
- An additional fee of \$10 is required for authorization to utilize electrical outlets.
- Please plan for at least two people to work in the booth if possible.

**Weights and/or tie-downs are needed for all tents to prevent problems due to gusts of wind; please plan accordingly. Be advised that all booth sites are on a hard surface; gallon jugs of water have been used in the past. Also - we allow the use of zip ties, but we request that they not be clipped and left behind. Please clean up your space upon departure, as this could impact future acceptance to the Festival.**

**Booth Décor Contest: A new feature for our Festival this year!**

**The SHRFA encourages vendors to decorate their booth and dress in Robin Hood era garb. Having fun with the medieval theme will attract even more attendees to your booth. This year the vendor winning the Booth Décor Contest will receive a fifty-dollar (\$50.00) refund by mail. Judging will be done on Saturday and announced on stages about 5:00 pm.**

We would also like to call your attention to sponsorship opportunities at the Festival, with significant advertising benefits available for a modest investment above normal booth prices. Sponsors contributing \$300 or more receive a free basic booth space, in addition to promotions in the media and placement in announcements and banners during the Festival - the free booth space benefit applies only to one basic space for Artisans, Non-Profits, Franchises, Small or Large Businesses, with the option to purchase additional space. Due to the higher fees and logistical requirements for Activities and Food Vendor spaces, these spaces cannot be provided for free. Please see the Sherwood Robin Hood Festival Sponsor Booth Application Form for more information and visit the Sponsors page on [www.robinhoodfestival.org](http://www.robinhoodfestival.org) to learn about various sponsorship levels and apply to be a Sponsor.

Thank you again for your interest in participating in the Robin Hood Festival. Your commitment to the Festival will help to ensure that a long-standing Sherwood Oregon tradition will continue to thrive. Our commitment to you, as a sponsor and a vendor, is to be your partner and allow you the best opportunity to operate your business during the Festival. We are open to listening if you have any questions, concerns, or suggestions that you believe will create an even better environment for the Festival or for the Vendors.

If you have questions, please contact me at: [pdog\\_man@yahoo.com](mailto:pdog_man@yahoo.com)

Hip, hip, huzzah! We are looking forward to having you join us this year!

Sincerely,

John Tucker,  
Vendor Chair, Sherwood Robin Hood Festival Association